

DEPARTMENT OF THE AIR FORCE
HEADQUARTERS ELECTRONIC SYSTEMS CENTER (AFMC)
HANSCOM AIR FORCE BASE, MASSACHUSETTS



MEMORANDUM FOR: ITSP Contractors

01 Oct 1999

FROM: ESC/XPK
5 Eglin Street
Hanscom AFB, MA 01731-2100

SUBJECT: Contractors to Notify for funding on the Information Technology Services Program (ITSP) Task Orders

REFERENCES: (a) Federal Acquisition Regulation (FAR) 52.232-7,
Payments under Time-and-Materials & Labor-Hour Contracts
(b) ESC-Specific ITSP BPA Terms and Conditions, Paragraph (5), Labor Hour Orders

1. In accordance with your Task Order and Blanket Purchase Agreement (BPA) clauses, references (a) through (b) above, please ensure you do not exceed the funded \$ value of any CLIN, nor the total number of hours ordered, under any task order you may be performing in support of the ESC mission.
2. You are reminded that the Government shall not be obligated to pay the Contractor any amount in excess of the funding limitation set forth in your task order. In addition, you are not obligated to continue performance if to do so would exceed such funded amounts. If at any time under the performance of a task order you believe that costs incurred will exceed 85% of the current funded "ceiling", you must notify the administering Contracting Officer for your order within thirty days with your estimated date of total liquidation of obligated funds. You will be notified by the Contracting Officer via task order modification when such additional funds are to be added to the funded value of the task order. As you may well realize, some orders are fully funded at award, while others are incrementally funded during its projected period of performance life.
3. Points of contact are Capt Mark Restad at (781) 377-6980, or the undersigned at (781) 377-8859.
4. Performance in accordance with the instruction provided hereby is considered to be within the present requirements of your ITSP BPA and any awarded task order (also emanating from your GSA/FSS IT Schedule contract). In the event the Contractor does not agree that these instructions are within the present requirements, the Contractor must notify the Contracting Officer in writing within seven (7) calendar days from the Contractor's receipt of this notice.

//signed//

STEVEN C. LINCHEY
Contracting Officer
Contracted Support Management